



RESOURCE SPECIALIST, SPECIAL EDUCATION
Final Filing Date: CONTINUOUS

OPEN

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENTAL FOR
CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit a supplemental application

By mail with:
Department of Corrections and Rehabilitation
Selection Services Section
P.O. Box 942883
Sacramento, CA 94283-0001

or In person with:
Department of Corrections and Rehabilitation
Selection Services Section
1515 S Street, Room 522N
Sacramento, CA 95814

Applications are available at the California Department of Corrections and Rehabilitation, Headquarters office, 1515 “S” Street, Room 522N, Sacramento, CA 95814, at any Division of Juvenile Justice facilities’ personnel office, the State Personnel Board’s website, www.spb.ca.gov and on our website, www.cdcr.ca.gov.

NOTE: Only applications with an original signature will be accepted.

APPLICATION DEADLINE/ REQUIREMENTS Applications will be accepted on a continuous basis.

SALARY RANGE(S) As of: **February 9, 2006**
\$4,722 - \$6,025

A “9/12,” “10/12” or “11/12” pay plan may be available to the employee who elects to be employed under this plan, with the approval of the hiring facility. An employee who elects to be employed under the “9/12,” “10/12” or “11/12” pay plan receives the salary earned during a 9-month, 10-month or 11-month work year in 12 monthly installments. Further information regarding the plan will be available at the time of hire.

- BENEFITS
- Deferred Compensation Plans (Savings pool, 401k and 457 plans)
 - \$100 Monthly Bilingual Differential Pay (for those who are eligible)
 - Thirteen (13) paid holidays
 - Generous paid vacation/sick leave or annual leave
 - Jury duty/military/bereavement leave
 - Health, Dental, and Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)
 - Pre-retirement death benefit
 - Dependent Care Program
 - Long Term Insurance (CalPERS)
 - Home Loan Program (CalPERS)
 - Legal Services
 - Employee Assistance Program
 - License or certificate renewal fee reimbursement (Actual Cost)
 - California Public Employees' Safety Retirement System (Exempt from paying into the Federal Social Security System)

MINIMUM QUALIFICATIONS Possession of a valid Special Education Credential other than an Emergency Credential.

and

Either I

1. Possession of a Preliminary Resource Specialist Certificate of Competence issued by the Commission on Teacher Credentialing.

or

2. Possession of a Clear Resource Specialist Certificate of Competence issued by the Commission on Teacher Credentialing.

Note: Applicants must submit copies of their credential(s) and valid license at the time of application.

Additional Desirable Qualifications: In appraising the relative qualifications of candidates, consideration will be given to persons who have experience working with emotionally disturbed or delinquent adolescents and young adults.

MINIMUM
QUALIFICATIONS
(CONTINUED)

Special Physical Characteristics: Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of youthful offenders. Assignments during tour of duty may include sole responsibility for the supervision of youthful offenders and/or the protection of personal and real property.

Conditions of Pre-Employment: Pursuant to the Montoya School Safety Act of 1997, all persons offered employment with the California Department of Corrections and Rehabilitation's Juvenile Justice's Education Services Branch shall undergo a thorough background investigation prior to appointment. Pursuant to Education Code Section 45122 and Penal Code Sections 677 and 1192, "**No person who has been convicted of a violent or serious felony shall be employed by a school district.**"

EXAMINATION
PLAN

INTERVIEWS WILL NOT BE HELD. This examination will consist of a supplemental application weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the supplemental application.

The supplemental application is designed to elicit a range of specific information regarding each candidate's knowledge, abilities, and potential to effectively perform the duties relative to the classification. **RETURN OF THE SUPPLEMENTAL APPLICATION IS MANDATORY.** Candidates who do not return the completed supplemental application will be eliminated from this examination.

Supplemental Application -- Weighted 100%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

- A. Knowledge of:**
- 1. Educational practices, trends, and theory with emphasis on the principles and techniques of Special Education
 - 2. Literature in the field of education, particularly as it pertains to disabled children
 - 3. Principles of educational diagnosis and assessment
 - 4. Modern teacher training methods
 - 5. State and Federal laws that pertain to education for the disabled
 - 6. The process of the development and implementation of the Individualized Education Program
- B. Ability to:**
- 1. Communicate effectively
 - 2. Consult and interact with institutional staff
 - 3. Analyze situations accurately and take effective action
 - 4. Conduct workshops and staff development activities
 - 5. Administer and interpret educational diagnostic instruments
 - 6. Demonstrate effective interaction with students and teachers through the use of modern classroom instructional strategies and materials

ELIGIBLE LIST
INFORMATION

The resulting eligible list will be established to fill vacancies for the Department of Corrections and Rehabilitation. Names of successful candidates are merged into the list(s) in order of final scores, regardless of date. Eligibility expires **12** months after establishment, unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION
DESCRIPTION AND
LOCATION(S)

A **Resource Specialist**, under general direction in a Department of Corrections and Rehabilitation facility, participates as a member of the Individual Education Program (IEP) team; implements and monitors IEPs of students assigned to a caseload; provides instruction/related services to students who have been identified as Special Education students; consults with staff; administers academic diagnostic tests; develops instructional materials and strategies for Special Education students in the mainstream classroom; develops and conducts in-service training for total institutional staff; participates in Special Education program evaluations; participates on various institutional committees; and other related duties as assigned.

Positions exist with the California Department of Corrections and Rehabilitation's Division of Juvenile Justice on the attached list.

VETERANS POINTS/
CAREER CREDITS

Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. Career credits will not be granted in this examination.

GENERAL INFORMATION

Applications are available at the California Department of Corrections and Rehabilitation, Headquarters office, 1515 “S” Street, Room 522N, Sacramento, CA 95814, on our website, www.cdcr.ca.gov, or on the State Personnel Board’s website, www.spb.ca.gov.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Veteran’s Preference: California law allows the granting of Veteran’s Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in Open Entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in Open, Nonpromotional Entrance examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veterans Preference Points are on the Veterans Preference Application (Std. Form 1093) which is available from State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veteran’s Affairs, P. O. Box 942895, Sacramento, CA 94295-0001.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

NORTHERN REGION

SAN JOAQUIN COUNTY AREA

DeWitt Nelson Youth Correctional Facility
7650 South Newcastle Road
Stockton, CA 95213-9003

N. A. Chaderjian Youth Correctional Facility
7650 South Newcastle Road
Stockton, CA 95213-9014

O. H. Close Youth Correctional Facility
7650 South Newcastle Road
Stockton, CA 95213-9001

AMADOR COUNTY AREA

Preston Youth Correctional Facility
201 Waterman Road
Ione, CA 95640

CENTRAL REGION

SAN LUIS OBISPO COUNTY AREA

El Paso de Robles Youth Correctional Facility
4545 Airport Road
Paso Robles, CA 93447-7008

SOUTHERN REGION

VENTURA COUNTY AREA

Ventura Youth Correctional Facility
3100 Wright Road
Camarillo, CA 93010

LOS ANGELES COUNTY AREA

Southern Youth Correctional Reception Center and Clinic
13200 South Bloomfield Avenue
Norwalk, CA 90650

SAN BERNARDO COUNTY AREA

Heman G. Stark Youth Correctional Facility
15180 Euclid Avenue
Chino, CA 91710